



UNIVERSITY OF ICELAND

**PROTOCOL ON STUDENT EXCHANGE**  
**between**  
**SAINT-PETERSBURG UNIVERSITY, RUSSIAN FEDERATION**  
**and**  
**THE UNIVERSITY OF ICELAND, ICELAND**

01/1-70-7-CH6FY

Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University» (hereinafter referred to as «Saint-Petersburg University/SPbU»), duly represented by its Vice-Rector for International Affairs Sergey Andryushin, acting on the basis of proxy dated 31.12.2019 № 28-21-506, on the one part,

and

the University of Iceland (hereinafter referred to as «UI»), duly represented by its Rector Jon Atli Benediktsson, on the other part,

hereinafter collectively referred to as Parties,

agreed to continue their academic cooperation and have prepared to that effect the following Protocol on Student Exchange (hereinafter referred to as the «Protocol»).

§ 1

1.1. The Parties will conduct exchange of undergraduate and graduate students for non-degree studies in accordance with the rules and regulations set in this Protocol.

§ 2

The Parties agree to set following terms and conditions for student exchange:

2.1. The total number of exchange students per one academic year from each Party shall not exceed 4 (*four*) undergraduate or graduate students (including Ph.D. students) for study period of one term or 2 (*two*) for study period of one academic year. The Parties strive to distribute the candidates for exchanges evenly throughout the academic year and keep the balance of number of exchange students from each university annually. However, each party should be prepared to consider a disparity in any given semester or year during the term of the agreement. Any imbalances shall be resolved by the end of the period of agreement as set forth in paragraph 3 below.

2.2. The home university will be responsible for the initial selection of exchange students; however, the host university reserves the right to deny admission to any candidate not meeting its general admission criteria.

2.3. Exchange students will be exempted from paying tuition fees and regular academic fees, which normally apply to all students, to the host university, but shall pay tuition fees at the home university, if applicable. Exchange students have to pay all other compulsory fees as according to the rules and regulations of the host university. Exchange students shall be informed about all compulsory fees in advance.

2.4. All the expenses related to participation in the exchange in accordance with this Protocol, including visa related expenses, medical insurance expenses, travel expenses as well as accommodation and living costs and any additional expenses connected to the participation in the exchange shall be covered by the exchange student.

2.5. Each host institution will ensure that students receive the necessary documents for visa purposes. The host institution will provide the necessary forms. It is the responsibility of the individual student to apply for a visa in time. Students must also provide any financial documentation required by the host university for visa purposes. Maintaining appropriate visa status is also the responsibility of the students. The host university assists the exchange student in arranging accommodation: at SPbU – at the dormitories of Saint-Petersburg University, at UI incoming exchange students are responsible in finding accommodation but UI provides information on how to find housing.

2.6. All exchange students should have a medical insurance valid on the territory of the host country during the whole exchange period. Students are responsible to obtain adequate medical/health insurance coverage (including emergency medical evacuation, live insurance, accidental death and dismemberment insurance) to the satisfaction of the host university. Students will be required to provide proof of adequate health and personal liability insurance applying to life, health, and property claims including consequential financial damages, effective for the duration of their exchange program, under terms to be specified by each host institution, before traveling to the host institution.

2.7. Students who participate in the exchange program will be awarded grades and credits in accordance with the academic policies and regulations of the host university. A Transcript of Records will be issued by the receiving institution no later than 1 (one) month after the end of the exchange period.

2.8. Exchange students shall follow the rules of the host university and the law of the host country. Any infringement of the given rules and laws can be subject to pre-term dismissal from the host university.

2.9. All the exchange students will be enrolled on an equivalent base and given the same academic privileges as the other students in the host university. Exchange students are not subject to the same scholarship payments that are available for host university students.

2.10. The Parties will assist exchange students in all practical and academic matters, especially concerning obtaining visa, accommodation, and academic integration.

2.11. Partner institution agree to provide appropriate assistance, which assumes no financial obligations of corresponding institution in repaying accommodation fee debt in case such arise during the mobility period of the student at host university.

### § 3

3.1. The Parties can, by mutual written consent, introduce changes and additions to this Protocol in order to improve the effectiveness of cooperation.

3.2. Each Party shall not use names and logos of the other Party without its prior written consent, if not related directly to the performance of obligations under the present Protocol, except as provided by law.

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3.3. The Protocol shall be valid for 5 (five) years during the period from 2020 till 31. 12. 2025, but may be renewed by mutual written consent/unless either party terminates it by giving the other six months prior written notice. In the event of termination, any exchanges already underway shall be allowed to be completed.

3.4. Should any dispute, disagreement or claim arise between the Parties in concern of this Protocol, the Parties shall try to settle them by negotiations. The procedure of the settlement is subjected to the Framework Agreement of the cooperation.

3.5. Cooperation of the Parties within the framework of the present Protocol shall be carried out in accordance with the Framework Agreement for Cooperation, as well as procedures, policies and practices of each Party.

3.6. At the University of Iceland, the management of the exchange will be the responsibility of the International Office, and at Saint-Petersburg University it will be the responsibility of the International Academic Cooperation Department.

Contact Persons at the UI:


Agreement	Outgoing Students from Reykjavik	Incoming Students to Reykjavik
Dr. Fridrika Hardardottir, PhD, Director International Office E-mail: <a href="mailto:fridrika@hi.is">fridrika@hi.is</a> Phone: + 354 525 4311	Mr. Hafliði Sævarsson, Project Manager E-mail: <a href="mailto:outgoing.international@hi.is">outgoing.international@hi.is</a> Phone: +354 525 4311	Ms. Aníta Hannesdóttir, Project Manager E-mail: <a href="mailto:incoming@hi.is">incoming@hi.is</a> Phone: +354 525 4311

Contact Persons at Saint-Petersburg University:

Agreement	Outgoing Students from St. Petersburg	Incoming Students to St. Petersburg
Ms. Veronica E. Koytova The Head of the International Academic Cooperation Department Phone: +7 8123287562 E-mail: <a href="mailto:v.koytova@spbu.ru">v.koytova@spbu.ru</a>	Ms. Aleksandra Chubsa Outgoing Mobility Coordinator, Phone: +7 812 328 75 62 E-mail : <a href="mailto:a.chubsa@spbu.ru">a.chubsa@spbu.ru</a>	Ms. Ekaterina Y. Petryanina Incoming mobility Coordinator, Phone: +7 812 328 75 62 E-mail: <a href="mailto:e.petryanina@spbu.ru">e.petryanina@spbu.ru</a>

3.8. This Protocol is prepared in two original copies in English; one copy for each Party.

For the Federal State Budgetary Educational Institution of Higher Education «Saint-Petersburg State University»

  
Sergey Andryushin

Vice-Rector for International Affairs

Date:

For the University of Iceland

  
Jon Atli Benediktsson

Rector

Date:

*Jan. 6, 2021*